

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

**February 25, 2003**

**101**

**FROM: LEYDEN L. HAHN**, Chief Information Officer  
Information Services Department

**SUBJECT: CONTRACT WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. (ESRI)  
TO COMPLETE THE GEOGRAPHIC INFORMATION SYSTEM (GIS) PARCEL  
BASEMAP**

**RECOMMENDATION:**

1. Approve a contract with Environmental Systems Research Institute, Inc. (ESRI) to provide conversion services and project management for the completion of the GIS parcel basemap from March 2003 through March 2005 for a total contract amount not to exceed \$3,975,000.
2. Approve Master License Agreements with ESRI for QCView Software and GIS Data ReViewer Software that will be used during the conversion effort at no cost.
3. Approve use of \$3,034,362 one-time expense savings in Computer Operations Internal Service Fund (IAJ).

**BACKGROUND INFORMATION:** On October 1, 2002 the Board of Supervisors authorized Information Services Department (ISD) to release an RFP for services to a) Automate approximately 480,000 parcels to county standards, and b) Add annotation to approximately 170,000 parcels partially automated but incomplete parcels. The RFP was advertised on the County Internet site on the same day. A mandatory proposal conference was held October 9, and forty-six companies sent representatives. Formal vendor proposals to the RFP were due Friday, November 8, 2002.

Of the forty-six companies attending the mandatory proposal conference, twelve proposals were received and evaluated. An evaluation committee composed of representatives from Purchasing, Information Services Department (including GIMS), Public Works Surveyor, and Assessor evaluated each proposal. First, proposals were evaluated based on the minimum proposer requirements and RFP proposal compliance. Second, an administrative and technical evaluation was conducted based on experience in conversion efforts of similar size and scope, conversion methodology, project time frame, project plans, provisions for on-site staffing, qualifications of staff assigned and communication protocols. To ensure that our requirements were addressed completely, cost was considered after this administrative and technical evaluation was completed. The ranking of proposers is illustrated below.

<b>Rank</b>	<b>GIS Conversion/Project Management Vendors by Rank</b>	<b>Costs of Services</b>
1	ESRI, Inc.	\$3,975,000
2	Psomas	\$5,052,063
3	Parsons Brinckerhoff	\$4,242,876
4	Michael Baker, Jr., Inc.	\$2,752,100
5	EI Technologies	\$3,819,000
6	MRF	\$4,145,900
7	Data Conversion, Inc.	\$2,223,655
8	TATA Consultancy Services	\$2,500,000
9	Fluor	\$6,545,510
10	GeoTechnologies	\$1,524,720
11	Atlantic Mapping Corporation	\$2,218,800
12	Engineering Systems	\$2,767,500

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Record of Action of the Board of Supervisors

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REVISED

**BOARD OF SUPERVISORS****CONTRACT WITH ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. (ESRI) TO COMPLETE  
THE GEOGRAPHIC INFORMATION SYSTEM (GIS) PARCEL BASEMAP**

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Of the twelve proposers, ESRI, Psomas, and Parsons Brinckerhoff were the top three scoring companies. Of the top three proposers, ESRI's proposal offered the lowest cost to the county. Based on the evaluation of proposals received from the RFP process and cost, ISD recommends ESRI be awarded the contract for the services to complete the GIS parcel basemap. The size and complexity of the project will require multiple years to complete. The Project Plan and priority of areas to be automated have been designed to allow for management review at critical points throughout the project.

In the proposal, ESRI recommended using its QCView and GIS Data Reviewer software products for the quality review components of the project. These tools are being provided at no additional cost to the County. The license agreements are necessary for the County to use this software.

On May 21, 2002 the Board approved the use of \$2 million of Retained Earnings from ISD's Network Services Internal Service Fund to initiate the project and pay for the first year cost of this contract that was estimated in the GIS Strategic Plan to be between \$5 million and \$7 million. ISD recommends financing the remaining project cost by using \$3,034,362 of expense savings from its Computer Operations Internal Service Fund (IAJ). These savings, which are technically titled for accounting purposes as Undesignated Retained Earnings for Internal Service Funds (ISF), have resulted from unfilled vacant positions and deferred equipment purchases over the last several years.

The completed GIS parcel basemap will improve the efficiency and overall quality of the analysis and development of land use policies and regulations; assist in the analysis of new land use proposals and development applications; facilitate and ease the development of a comprehensive and accurate General Plan and allow us to provide complete and accurate land use information to the public.

**REVIEW BY OTHERS:** This item was reviewed by County Counsel (Jean-Rene Basle, Deputy County Counsel) on November 22, 2002, The Department of Public Works (Dan Moye, Survey Division Chief) on December 2, 2002, Purchasing Department (Allen Sanchez, Contract Analyst) on December 5, 2002, Assessor (Mark Mosher, Department Information Services Manager), and the County Administrative Office (Tracy Lindsay, Administrative Analyst) on December 5, 2002.

**FINANCIAL IMPACT:** The cost of the contract with ESRI is \$3,975,000. Other project costs that will be paid out of project funds are estimated at \$1,059,362 and are listed in the grid below. During the project duration, cost of maintenance performed by the Surveyor staff at DPW is included in the project funding. On-going Surveyor staff maintenance costs to the County beginning FY 04-05 is estimated at \$200,000 per year. Other internal County costs will be absorbed within the respective departmental budgets. Funds for the first year of the conversion effort in the amount of \$2 million was approved by Board action May 21, 2002 and the remaining cost of \$3,034,362 is proposed from expense savings from ISD's Computer Operations Internal Service Fund (IAJ).

	Project Costs	Annual Ongoing	Comments
ESRI Contract	\$3,975,000		
Surveyor Control Points	480,000		\$400 per control point
Engineering Technicians	412,292	\$200,000	
3 <sup>rd</sup> Party Surveyor	150,000		Dispute resolution (est.)
Equipment	17,070		
Total	\$5,034,362	\$200,000	

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COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's proposal and recommends this action based on a thorough review of departmental objectives, major GIS stakeholder benefits and related costs. These funds are not specifically earmarked for any projects or other departmental activities at this time. If the Board chooses not to designate the \$3 million, approximately \$1.7 million could be returned to the general fund as one-time available funds or it could be used to lower service rates. The amount returned to non-general funded departments could be used to enhance the available funds for programs within those departments. However, the recommendation to proceed with the project is based on the ongoing benefits of the system, which outweigh the one-time benefit of other alternative uses of these funds.

SUPERVISORIAL DISTRICT(S): All.

PRESENTER: Cindy Prescher, GIS Project Leader 388-0766.